

UNAPPROVED MINUTES
CITY OF MILPITAS

Minutes: Regular meeting of Recycling and Source Reduction Advisory Commission
Meeting Date: July 25, 2006
Meeting Time: 7:00 p.m.
Meeting Place: Community Center Rms. 7 & 8

I. ROLL The Chair Ed Blake called to order the Milpitas Recycling and Source Reduction Advisory Commission at 7:13 p.m. Commissioners Steve Ybarra, John Cimino, and Hong Chen were present. At 7:30pm, Commissioner Ely Mercado arrived. Allied staff Jeanne Mader was also in attendance. City staff present included Marilyn Nickel and Elizabeth Koo.

II. MINUTES The minutes from the meeting of April 25, 2006.

Motion to approve
M/S: Ybarra/Blake

Ayes: All

The minutes from the special meeting of May 19, 2006.

Motion to approve
M/S: Ybarra/Chen

Ayes: All

III. PUBLIC INPUT

None noted.

IV. ANNOUNCEMENTS

Chair Blake introduced new commissioner John Cimino. Commissioner Cimino gave a brief background on his employment with the MUSD and interest in becoming more personally involvement with the Milpitas community.

V. AGENDA The agenda for this meeting was approved.

Motion to approve the agenda as submitted.
M/S: Cimino/Chen

Ayes: All

VI. NEW BUSINESS

1. *Open Government Training* – Koo reported that the City's Open Government Ordinance requires that all City councilmembers, boardmembers, and commissioners serving the City receive annual training. The training session consists of watching a video, reading Ordinance 262.1 and signing and returning a declaration form. A training session was conducted at the prior RSRAC meeting in April. Staff recognized that there may be some commissioners that have not completed the requirement. Information was shared on how to obtain copies of the training video, ordinance and declaration form. Commissioners Blake and Cimino requested e-mailed copies of the ordinance and declaration forms.

2. *Solid Waste Audit Summary* – Staff Nickel reported that Milpitas has an exclusive franchise agreement with Allied. The contract allows a cash flow audit. An audit (was conducted by a consultant) for the years 2002, 2003, and 2004. The audit was comprised of several parts. Part 1 reviewed the accuracy of Allied's cash receipts. Part 2 reviewed if the overall franchise amount was appropriate. Part 3 focused on commercial accounts as this area can be fairly complicated depending upon level of service and bin size. Part 4 reviewed the population being billed. In summary, the total adjusted amount was minimal (\$5,000) based upon \$6 million in revenue. Commissioner Cimino requested and received a hardcopy of the final report to perform a separate review for his own understanding.
3. *2006 Neighborhood Clean-Up Event Summary* – Staff Koo distributed summaries of the 2005 and 2006 events. She reported that the 2nd annual neighborhood clean-up event was successfully conducted at park and school parking lots located throughout the City. There were a total of 10 events that occurred on April 8 and 22, May 13 and June 10. There were 515 participants disposing of 46.55 tons of trash and recycling 43.82 tons. Comparatively, the prior year showed that 542 participants disposed of 35.7 tons of garbage and recycled 17.62 tons. Commissioner Ybarra asked about the type of material being recycled, where these items were taken and if Milpitas shared in the revenue. Allied staff Mader reported that collected wood and metal were taken to a third party. Milpitas did not share in the revenue for these items.
4. *32-Gallon Recycling Cart Option* – Staff Nickel reported that the single-stream program was implemented in March 2006. This new program allowed recyclables to be com-mingled into one container. There were two offered cart size options of 96 or 64 gallons with the same footprint. Since the program's inception, there have been requests by seniors and high-density residents for a smaller cart size option. In response, Allied offered a third option (32-gallon) cart. Allied and city staff are in the process of starting the subscription process for select groups which require this smaller size.
5. *Food Waste Program* – Allied staff Mader reported that Allied was approached by several large customers: Cisco, Lifescan and Sandisk to participate in a food waste program. Allied agreed to offer a pilot program for (1) customer. Cisco was selected as they were the first to request the program. The food waste rate structure is scheduled for Council approval on August 1 since the existing rates do not include this information. Commissioner Blake asked if this program was suitable for companies with cafeterias. Allied replied that this was correct. Commissioner Cimino asked if the MUSD could benefit from this program. Allied reported that this is a possibility however, there would be no way to extrapolate results.

Allied reported that food waste requires special handling as it is too acidic to mix with regular yard waste. The processing is also more intensive. There will also be a rerouting of a collection truck from San Jose to accommodate the single Milpitas customer. These factors drive the higher rates assigned for food waste.

Commissioner Chen asked if the long-term vision included a residential food-waste program. City staff reported that other communities are also exploring food waste programs. Allied reported that their San Mateo division already offers a commercial food waste program.

6. *Commission Terms* – Staff Koo reported that the commission's by-laws specify that the term of office is 3 years for commissioners and 2 years for alternate. Members that wish to apply for reappointment or discontinue their service on the commission should submit a letter or e-

mail stating their intent to the Mayor with a copy to the commission chair. Voicemail messages are also fine.

7. *Meeting Schedule Discussion* – Staff Nickel reported that in 2003, the commission voted to change the schedule from every 6 months to every 3 months due to a failure to meet the State-mandated diversion rate of 50%. City staff conducted a new base year study for 2003. Based upon the new study, Milpitas was able to surpass the 50% diversion rate for two consecutive years in 2003 and 2004. Commissioners felt that sustainability of the 50% diversion was important. Decision to maintain the current schedule and place the item on next year's agenda for review and discussion.

VII. STAFF ACTIVITIES

– A couple of events were highlighted.

1. *Commercial Recycling Promotion* – Allied staff Mader reported that the most recent commercial outreach promotion included posters, stickers, and informational mailers. To date, there are 150 companies that do not yet recycle while there are 700 companies that do. One company has already requested 900 desk-side recycling boxes. Customer follow-ups are conducted every 3 months. Allied is now working on multi-family outreach.
2. *Compost Giveaway* – Staff Koo reported that at the April 1, event, 1,340 compost bags were distributed to 670 households (2 bags per household). Second Chance Giveaway occurred on April 15. Results from this event were pending Allied's review.

VIII. ROUNDTABLE/ANNOUNCEMENTS

- *Recycling Tour* – Distributed pictures from the tour. Allied was thanked for hosting the visit. Commissioners asked about the landfill's capacity and future use upon its closure. Although public tours are no longer offered, Allied offered to accommodate commissioners upon request.
- *Fourth of July Parade*

IX. FUTURE AGENDA ITEMS

- 1) Beautification Event
- 2) Food Waste Pilot Program Update
- 3) Annual Diversion Rate Components Discussion
- 4) Construction Waste (proposed by Commissioner Chen after mtg.)
- 5) Built-In Incentives (proposed by Commissioner Chen after mtg.)
- 6) Commission Assuming an "Activitist" Position (proposed by Commissioner Chen after mtg.)

X. ADJOURNMENT

Motion to adjourn the meeting at 8:06 p.m.

M/S: Mercado/Ybarra

Ayes: All